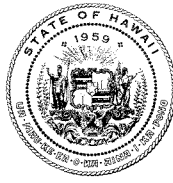


BENJAMIN J. CAYETANO
GOVERNOR



NEAL MIYAHIRA
DIRECTOR

WAYNE H. KIMURA
DEPUTY DIRECTOR

EMPLOYEES' RETIREMENT SYSTEM
HAWAII PUBLIC EMPLOYEES HEALTH FUND
OFFICE OF THE PUBLIC DEFENDER
PUBLIC UTILITIES COMMISSION

**STATE OF HAWAII
DEPARTMENT OF BUDGET AND FINANCE**

P.O. BOX 150
HONOLULU, HAWAII 96810-0150

ADMINISTRATIVE AND RESEARCH OFFICE
BUDGET, PROGRAM PLANNING AND
MANAGEMENT DIVISION
FINANCIAL ADMINISTRATION DIVISION

January 11, 2000

FINANCE MEMORANDUM

MEMO NO. 00-01

TO: All Department Heads

FROM: Neal Miyahira *Neal Miyahira*
Director of Finance

SUBJECT: Correspondence with Legislature

This is a reminder to provide this office with a copy of your department's correspondence with the State Legislature. Such correspondence include all testimonies (pursuant to Executive Memorandum 99-08, Legislation - Guidelines and Procedures) and responses to committees' requests for information prior to and during the 2000 Session, including any information presented to standing committees and special committees conducting informational briefings and fact-finding hearings. The information will keep us apprised of the Legislature's questions or concerns regarding programs and financing.

Your cooperation in this matter is appreciated.

c: Honorable Benjamin J. Cayetano